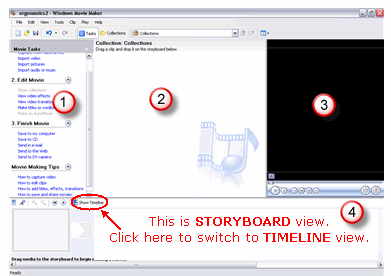
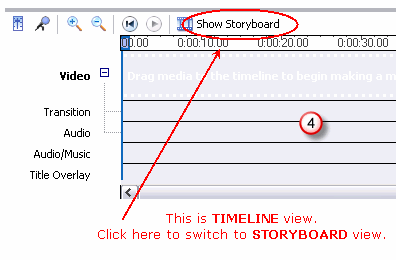
Windows Movie Maker for Beginners - First Steps in Windows Movie Maker

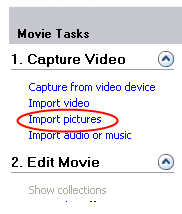
By [Wendy Russell](http://presentationsoft.about.com/bio/Wendy-Russell-19236.htm), About.com Guide



1. Movie Task View
   * Links to the various tasks to create your movie.
2. Collections View
   * A list of all imported components for your movie - photos, videos or sounds.
3. The Preview Screen
4. The [Timeline](http://presentationsoft.about.com/od/t/g/timeline.htm) or [Storyboard](http://presentationsoft.about.com/od/s/g/storyboard.htm)
   * All parts of your movie, whether photos, videos or sounds are dragged to this area.

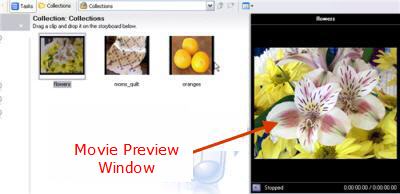


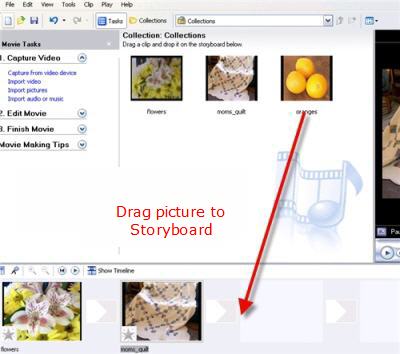
***Note*** - Clicking the *Show Storyboard* link returns you to the *Storyboard* view. This link will then read *Show Timeline*. Clicking on the link *Show Timeline* returns this area to the *Timeline* view. You will use both views during the creation of your movie.



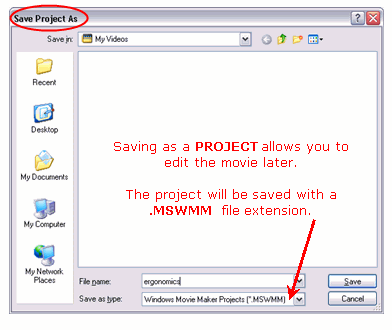
**Steps to Import Pictures**

1. Click on the **Capture Video** link to open the list of options. In this example we will be using still pictures and music to create our movie.
2. Click on **Import pictures** and locate the folder containing your pictures.
3. Select the picture files you wish to import.

Your pictures should now appear in the **Collections** view. Click on the different pictures to see them in the preview window.



Drag your pictures to the **Storyboard** area of the window. The Storyboard is where you will build your movie.

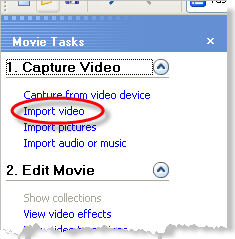
Notice that after you drag your picture to the Storyboard, it still remains in the Collections view. You can use the same object many times in your movie if you wish.

Before you proceed any further, you should save your project. It is a good idea to do this frequently throughout the movie making process.

From the main menu, choose **File > Save Project**.

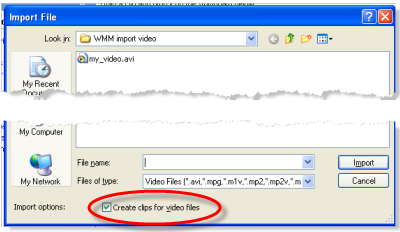
Windows Movie Maker saves the project in the file format .MSWMM which allows for editing at a later time. When your movie is complete, you have additional options for saving the file, so that it may be played in a webpage or emailed, for example. These other options do not allow editing, so it is important to save your working file in the Movie Maker project format.

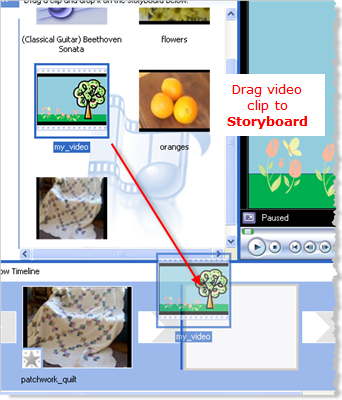
Import Video Clips into Windows Movie Maker



You can import a [video clip](http://presentationsoft.about.com/od/uvw/g/95video-clip-definition.htm) into a brand new Windows Movie Maker project or add a video clip to an existing movie in the works.

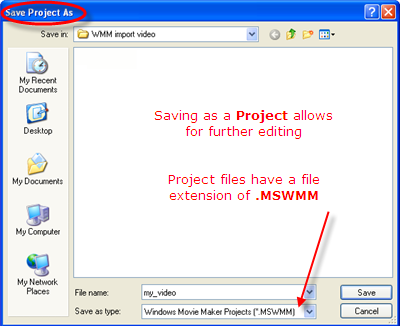
1. *Important* - Make sure that all components of this project are saved in the same folder.
2. In the *Tasks* pane on the left side of the screen, click on **Import video** under the *Capture Video* section.

Once you have chosen to import a video clip in the [previous step](http://presentationsoft.about.com/od/moviemaker/ss/od/moviemaker/ss/94import-video-clips-into-windows-movie-maker.htm), you now need to locate the video clip saved on your computer.

1. Navigate to the folder that contains all the components of your movie.
2. Click on the video file you wish to import. Such [file extensions](http://presentationsoft.about.com/od/f/g/file_extension.htm) as AVI, ASF, WMV OR MPG are the most commonly selected video types for Windows Movie Maker projects, although other file types can also be used.
3. Check the box to *Create clips for video files*. Videos are often comprised of many small clips, which are marked by the creating program when the file is saved. These smaller clips are created when the video process is paused or there is a very obvious change in the filming. This is helpful to you, as the video editor, so that the project is broken down into smaller, more manageable pieces. Not all video files will be broken into smaller clips. This depends on which file format the original video clip was saved as. Checking this box to create clips for video files, will separate the imported video clip into smaller clips, if there are obvious pauses or changes in the original video clip. If you choose not to select this option, the file will be imported in as a single video clip.
4.  Click on the new video clip icon in the *Collections* window.
5. Preview the imported video clip in the preview window.

Now you are ready to add this imported video clip to the movie in progress.

8. Drag the video clip icon from the *Collections* window to the desired location in the [storyboard](http://presentationsoft.about.com/od/s/g/storyboard.htm).

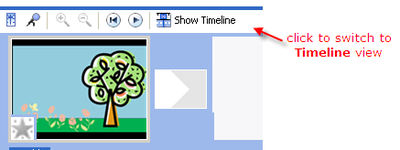
***Note*** - If you wish to place the video clip in a location that already contains another object, such as a still picture, simply drag the imported video clip just before the other object on the storyboard. This will insert the video clip before that object.

Once the video clip has been added to the [storyboard](http://presentationsoft.about.com/od/s/g/storyboard.htm), you should save your new movie as a project. Saving as a **project** allows for further editing at a later time.

9. Choose **File > Save Project** or **Save Project As...** if this is a new movie project.

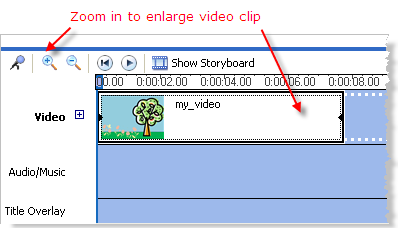
10. Navigate to the folder that contains all of the components for your movie.

In the *File name* text box, type a name for this movie project. Windows Movie Maker will save the file with a [file extension](http://presentationsoft.about.com/od/f/g/file_extension.htm) of MSWMM to indicate that this is a *project* file and not a completed movie.

**Change to Timeline View to Edit Video Clips**

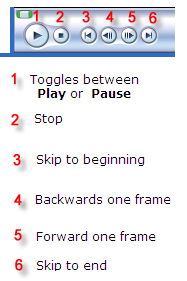
Now that you have [imported your video clip into Windows Movie Maker](http://presentationsoft.about.com/od/moviemaker/ss/94import-video-clips-into-windows-movie-maker.htm) in the previous tutorial, you now have the option to edit that video clip, by deleting portions of the clip or trimming it to a smaller size.

Click the **Show Timeline** button to switch to the [Timeline](http://presentationsoft.about.com/od/t/g/timeline.htm) view of Windows Movie Maker.



**Zoom In to Edit Video Clips**

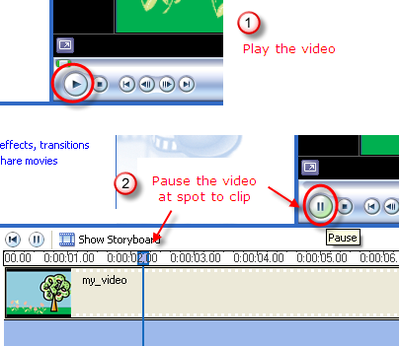
In the Windows Movie Maker Timeline, click the *Zoom In* button (click once or several times) to enlarge the video clip. This will make it easier to fine tune your editing.

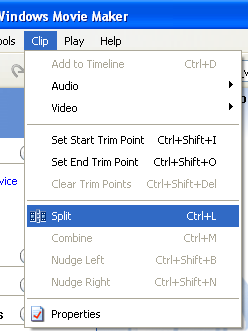


**Windows Movie Maker Preview Screen Buttons**

The Windows Movie Maker preview screen shows the complete movie in progress. The buttons below the preview screen operate as follows:

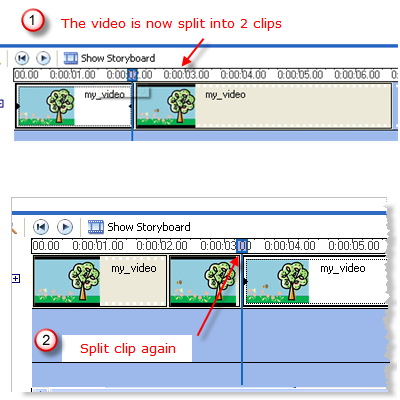
* *Play* button - becomes a *Pause* button once the movie is in progress.
* *Stop* - The small square is the Stop button.
* *Fast Rewind* - This button skips the movie back to the beginning.
* *Previous Frame* - This button will move the movie backwards, frame by frame. This is helpful to zero in on exactly the correct frame of the movie.
* *Next Frame* - This button will move the movie forward, frame by frame. This is helpful to zero in on exactly the correct frame of the movie.
* *Fast Forward* - This button skips the movie to the end of the last frame.

**Pause the Video to Edit the Video Clip**

1. Click the **Play** button to start the video clip.
2. The *Play* button toggles to become a **Pause** button. Click the Pause button at the appropriate frame to edit the video clip.

**Split Video Clip at Selected Frame**

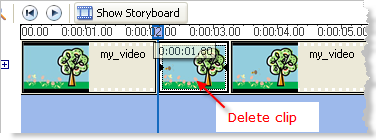
Once the video clip is paused at the correct frame, you can split the current video clip into two parts.

1. Choose **Clip > Split** or use the keyboard shortcut keys *Ctrl + L*
2. The video clip is now split into two sections.

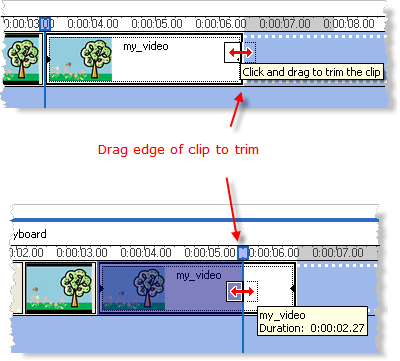
**Split the Video Clip at a Second Location**

The video clip is now split into two sections.

1. Click the *Play* button once again to advance the video clip.
2. Press the *Pause* button when the video clip reaches the spot where you want to split again. ***Note*** - Instead of playing the clip, you may choose to advance the video clip frame by frame, by using that button. (Refer to [Step 3](http://presentationsoft.about.com/od/moviemaker/ss/4-edit-video-clips-in-windows-movie-maker_3.htm) for a description of the *Forward* and *Rewind* buttons.) This will allow you to reach the precise location to make the next split.
3. The original video clip should now be split into three sections.

**Delete Video Clips in Windows Movie Maker**

1. In the *Timeline* view or *Storyboard* view (either will work), click on the portion of the video clip you wish to delete.
2. Press the **Delete** key on the keyboard. The unnecessary part of your video will be deleted and the remainder of the video clip will move to the left to take up the empty space.

**Trim Windows Movie Maker Video Clips**

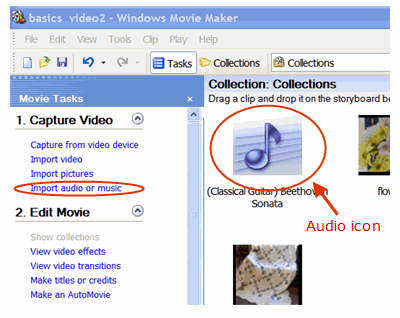
You may wish to trim the length from a video clip, (rather than delete that portion), to hide those portions of the clip from view. This can be done at either the beginning or end of any video clip.

1. In the *Timeline* view of Windows Movie Maker, click on the video clip to select it. ***Note*** - You might consider [zooming in on the video clip](http://presentationsoft.about.com/od/moviemaker/ss/4-edit-video-clips-in-windows-movie-maker_2.htm) for more accuracy.
2. Hover the mouse over the end (or beginning) of the video clip. The mouse point becomes a red, double headed arrow.
3. Drag the mouse to the left (to shorten from the end), or to the right (to shorten from the beginning) of the video clip. As you drag the mouse, the portion you will be keeping will turn dark blue. When you release the mouse the clip will be trimmed.

***Note*** - Although you have trimmed the video clip, the trimmed parts are still there, but hidden from view.

**How to Return the Video Clip to its Original Size**

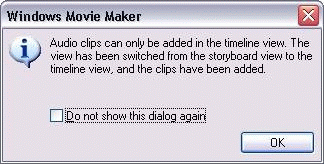
* Click on the trimmed video clip to select it.
* Choose **Clip > Clear Trim Points** from the menu.
* The video clip will be returned to its original size.

**Import an Audio File**

Any music, sound file or narration file is known as an *audio file*.

**Steps**

1. Under the *Capture Video* link, choose **Import audio or music**.
2. Locate the folder containing your audio file.
3. Select the audio file you wish to import.

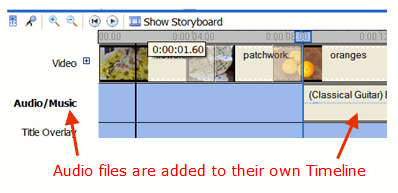
Once the audio file is imported, you will notice the different type of icon in the *Collections* window.

**Add an Audio Clip to the Timeline**

Drag the audio icon to the [Storyboard](http://presentationsoft.about.com/od/s/g/storyboard.htm).

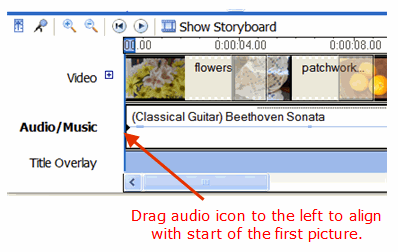
Note the message box indicating that audio clips can only be added in the [Timeline](http://presentationsoft.about.com/od/t/g/timeline.htm) view.

Click **OK** in this message box.

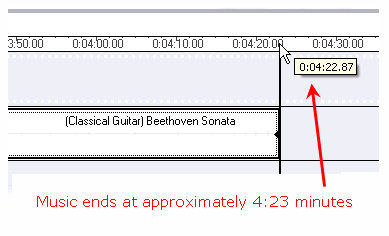


**Audio/Music Timeline**

Audio files have their own location in the Timeline to keep them separate from pictures or video clips. This makes it easier to manipulate either type of file.

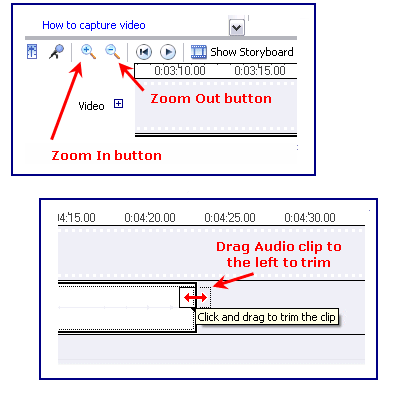
**Align the Audio with a Picture**

Drag the audio file to the left to align with the start point of the first picture. This will start the music when the first picture appears.

**Timeline View of the Audio Clip**

The Timeline indicates how much time each item takes up over the course of the whole movie. Notice that this audio file takes up a much bigger space on the Timeline than the pictures. Scroll across the Timeline window to see the end of the audio clip.

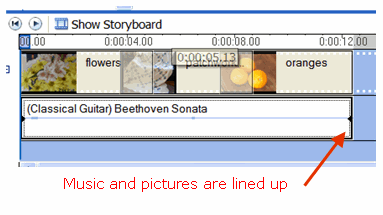
In this example, the music ends at approximately 4:23 minutes, which is much longer than we need.



**Shorten an Audio Clip**

Hover the mouse over the end of the music clip until it becomes a two-headed arrow. Drag the end of the music clip to the left to line up with the last picture.

***Note*** - In this instance, I will have to drag the end of the music clip several times to reach the beginning of the movie due to its size. It is easier to do this if you zoom in on the timeline so that there is not so much dragging. The Zoom tools are located at the bottom left side of the screen, to the left of the Storyboard / Timeline.

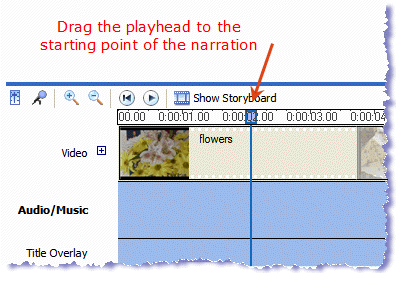


**Music and Pictures are Lined Up**

Now the music clip is lined up with the pictures from start to finish.

***Note*** - You may choose to start the music at any time in your movie. The music clip does not have to be placed at the beginning.

Save the movie.

**Drag the Playhead**

Once you have added the [photos](http://presentationsoft.about.com/od/moviemaker/ss/import_pics_3.htm) or [video clips](http://presentationsoft.about.com/od/moviemaker/ss/od/moviemaker/ss/94import-video-clips-into-windows-movie-maker.htm) to your Windows Movie Maker movie, you may wish to add some narration. Perhaps this is a documentary type of movie you are making, so you may even want to narrate the whole movie.

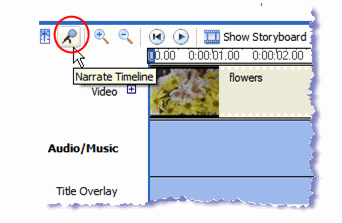
The first consideration is where to start the narration in the movie.

**Steps**

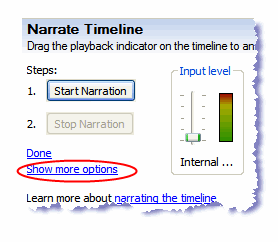
1. Switch to [Timeline](http://presentationsoft.about.com/od/t/g/timeline.htm) view of the movie if the timeline is not already visible.

* Choose **View > Timeline** from the menu or click on the *Show Timeline* button just above the [Storyboard](http://presentationsoft.about.com/od/s/g/storyboard.htm) area of the movie.

1. Drag the playhead to the location on the Timeline where you would like to begin the narration.

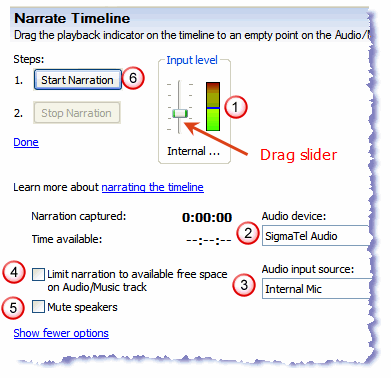


**Microphone Icon**

In the Timeline pane at the bottom of the Windows Movie Maker screen, click the microphone icon to begin the narration process.

**More Narration Options**

If this is your first time using the narration feature in Windows Movie Maker, you may want to have a look at the additional options for narration. Click the *Show more options* link.

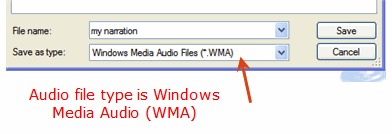
**Narration Options**

There are several things you can do to get the best narration for your movie.

1. **Input level** - allows you to adjust the volume of the audio that you will capture. Drag the Input Level slider button up a little towards the top, but not into the red area. That will produce a loud and distorted narration. Setting the slider too low, will make the narration difficult to hear. You may have to experiment a little to get the best results.
2. **Audio device** - allows you to choose a specific device for the recording of the narration, if there is more than one installed on your computer.
3. **Audio input source** - lists any audio devices that are attached to your computer, such as a microphone.
4. **Limit narration to available free space on Audio/Music track** - If you choose to add a narration between two audio clips currently on the [Timeline](http://presentationsoft.about.com/od/t/g/timeline.htm), you should check this box.

* your narration will be limited to the available space between these two audio clips
* those clips will not shift if the narration is too large for the space
* the narration will stop automatically once the space is filled.

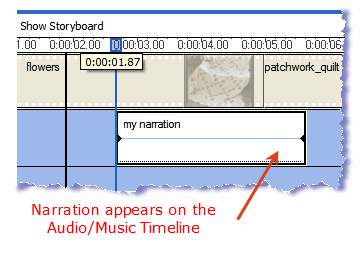
1. **Mute speakers** - This is a good option to check if there is other music or audio that will play at the same time as the narration. This will ensure that your narration is clear and not hindered by the background music, while you are recording.
2. **Start Narration** - Once all options are selected, click the *Start Narration* button to begin recording. Once your narration is complete, click on the *Stop Narration* button.

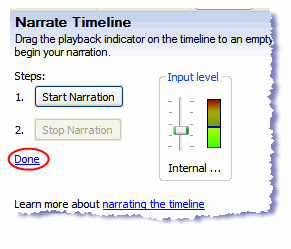
**Narration File Type**

Once you have stopped the narration, you will be prompted to save the narration file.

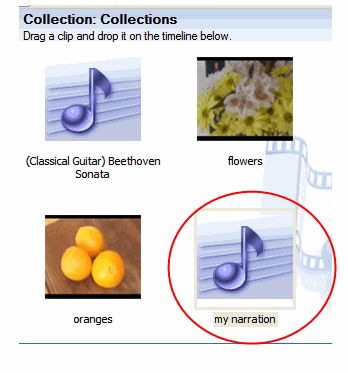
1. Locate the folder on your computer where you will save the file.
2. Type a name for the narration file in the File name text box.

The narration file type is a Windows Media Audio. The file extension .WMA will be added to the end of the filename.

**Narration Clip Added to Timeline**

Once the narration file is saved, the narration clip is automatically added to the Windows Movie Maker [timeline](http://presentationsoft.about.com/od/t/g/timeline.htm).

**Narration is Complete**

Once the narration is complete, click the *Done* link to return to the main Windows Movie Maker Window.

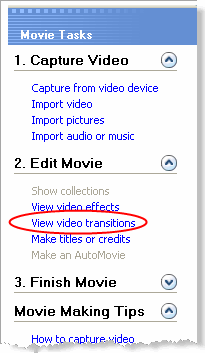
**Narration Clip**

Once the narration recording is saved, the narration clip is added to the Collections window at the top of the screen. Notice that the icon is an *audio* type. Test your narration in the movie, by clicking on the *Play* button. If you do not like the results, simply delete the narration in the Timeline and record again.

**Change to Storyboard View**

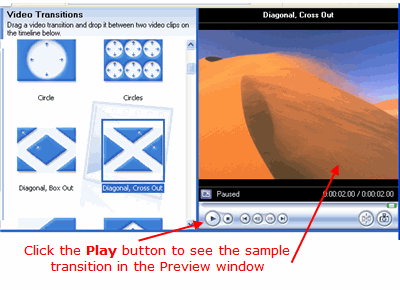
Open your Windows Movie Maker project file.

If Movie Maker opens in [Timeline](http://presentationsoft.about.com/od/t/g/timeline.htm) view, return to [Storyboard](http://presentationsoft.about.com/od/s/g/storyboard.htm) view by clicking on the *Show Storyboard* link.

**Access Video Transitions**

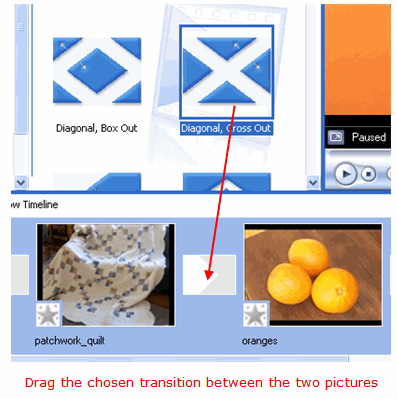
In the *Movie Tasks* section, click on the *Edit Movie* drop-down arrow to show available options.

Select *View* [*video transitions*](http://presentationsoft.about.com/od/uvw/g/vid_transition.htm).

**Select a Video Transition**

Select your first picture in the Storyboard.

Scroll through the video transitions and select one. You can see the effect by clicking the **Play** button on the Preview screen. Test out several and make your final choice.



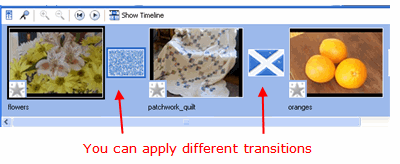
**Apply the Video Transition**

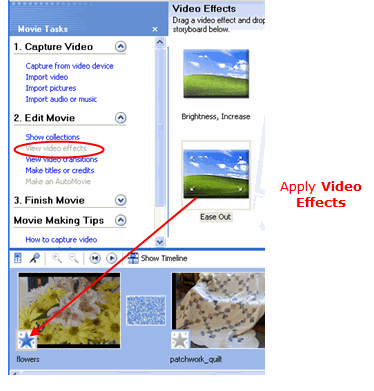
When you have chosen the video transition, drag it to the Storyboard between the two pictures.

**Apply Video Transitions**

To apply a video transition to each picture, repeat this process dragging transitions between each picture. You may use the same transition for all pictures, or choose different transitions.

Preview your movie.



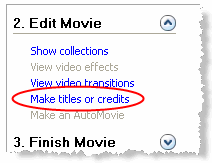
**Add Video Effects**

[Video Effects](http://presentationsoft.about.com/od/uvw/g/vid_effects.htm) can also be added to your movie. A video effect applies to the picture itself rather than the change from one picture to another as in a transition.

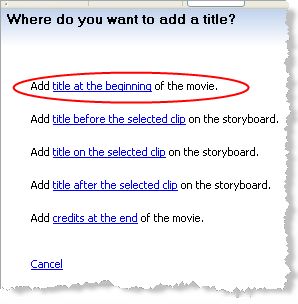
Choose **View video effects** under the *Edit Movie* section and drag the chosen effect to the **star** in the lower left corner of the picture.

Preview your movie to see the effects.

Continue to add effects to other pictures if desired. Save the file.

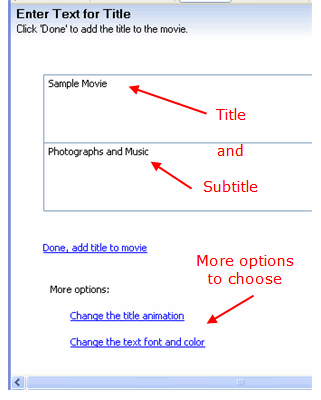
**Titles and Credits**

Under the *Edit Movie* section, choose **Make titles or credits**.

**Choose a Location**

You have several options for where to place your Windows Movie Maker title and credits. They may precede or follow a picture or video clip, or be used as an overlay.

In this example, I have chosen to place the title at the beginning of this movie.



**Titles and Subtitles**

Enter your movie title and a subtitle if desired.

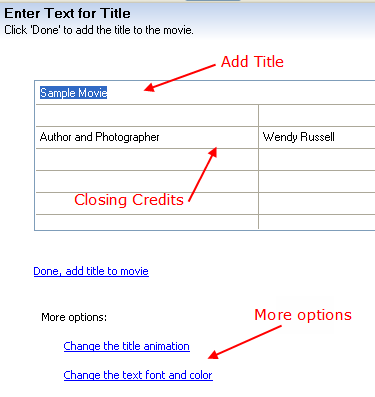
Check out the other options available. You can change how the titles appear and the font and colors of the title page.

**Title Preview**

Your movie shows in the preview window on the right.

When you are satisfied with the changes, click on the **Done, add title to movie** link.

When you return to the main window, preview your movie.



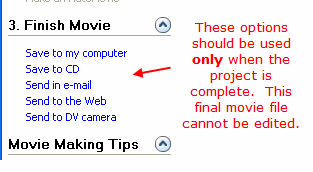
**Closing Credits**

Repeat the procedure to add a title, but instead, choose to add credits to your movie.

You will notice that any font or color changes you made for the title are still in place to keep the movie unified. However, you have the option to change any or all of these features.

Don’t forget that now that you have added a title and credit page, you may wish to add transitions to these as well. Return to the Storyboard and add these now.

Save the project.



**Save as a Movie**

Now that your movie is complete, you may wish to save the project in a different format. Saving the *project* and saving the *movie* are two different things.

The movie **project** is the working file so that you may continue to edit until you have a final version of your work completed.

The movie **file** is the final output of your movie. Windows Movie Maker compresses all the parts of your movie into a single unit. The file size is much smaller so that it can be used on a web site or emailed.

You also have the option to create a CD or DVD of your movie. These options are all under the heading **Finish Movie**.

It is always a good idea to keep your project file readily available. You cannot edit a compressed movie file. If you find that you wish to edit your project file for any reason, you can always make a new movie file.